

OKLAHOMA FUNERAL BOARD
3700 North Classen Blvd, Suite 175
Oklahoma City, Oklahoma 73118

NOTICE OF REGULAR MEETING

MEETING PLACE: Office of Chief Medical Examiner OKC, 921 N.E. 23rd Street
Conference Room 1st Floor Oklahoma City, OK 73105.

DATE & TIME: January 9, 2025 10:00AM

A copy of this notice of meeting and agenda has been posted in a prominent location at the office of the Oklahoma Funeral Board, 3700 North Classen Blvd Suite 175, Oklahoma City, Oklahoma, on January 7, 2025 at 9:00AM. A copy of this agenda is available on the Funeral Board website at www.oklahoma.gov/funeral

If you plan to attend a Board meeting for Continuing Education credit and would like a rough estimate of the length of time Board staff estimates the meeting might last, please email your request to info@funeral.ok.gov.

ORDER OF BUSINESS: The Board may discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or decide not to discuss any item on the agenda.

1. **Roll Call**-Members Corbett, Davenport, and Matherly were present.
2. **Approval of the December 12, 2024 Regular Board meeting minutes** -
Approved
3. **Oklahoma Funeral Director's Association Update from a Representative of OKFDA, with possible discussion**-Dustin Pierce with OKFDA provided the following update: District meetings will begin in February and will be on Tuesdays and Thursdays. The convention will be April 6-9 in Norman. OKFDA will run a bill regarding the State Board Exam. This will not prohibit applicants from taking the NBE, but provide another option. Call Dustin at OKFDA for any questions.
4. **Oklahoma Insurance Department Update from a Representative of OID, with possible discussion**-A member of OID was not present and no update was provided
5. **Matters for consideration: Consent Order or Scheduling Order**

At the conclusion of the parties' presentation and any questions or public discussion by the Board, the Board may in each complaint case:

- i. consider and vote on motion(s) to conduct executive session(s) pursuant to 25 O.S.2011, Section 307(B)(8) to engage in deliberations or rendering a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act;
- ii. if an executive session is held, designate a person to keep written minutes of the executive session;
- iii. consider and vote on motion(s) to exit executive session and return to open meeting; and
- iv. consider and vote on motion(s) regarding possible action to be taken regarding matter discussed in executive session.

5A. Complaint 24-46, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Member Davenport needs to recuse. No Action was taken

5B. Complaint 24-49, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Member Davenport needs to recuse. No Action was taken

5C. Complaint 25-10, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Member Davenport needs to recuse. No Action was taken

5D. Complaint 25-11, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service, Collinsville, Owner, Harold Winton, Jenks, FDIC. Member Davenport needs to recuse. No Action was taken

5E. Complaint 25-15, Hopkins Funeral Service LLC, Collinsville, Hopkins-Reynolds Funeral Service,

Collinsville, Owner, Harold Winton, Jenks, FDIC.
Mike Hopkins, Apprentice. Member Davenport
needs to recuse. No Action was taken

5F. Complaint 25-19, Hopkins Funeral Service LLC,
Collinsville, Hopkins-Reynolds Funeral Service,
Collinsville, Owner, Harold Winton, Jenks, FDIC.
Member Davenport needs to recuse. No Action
was taken

6. Vote to affirm or disaffirm the issuance of the following licenses,
registrations, certificates, dissolution or other action

A. Apprenticeship (Original)-**All Approved**

1. Clara Welch, OKC, Matthews FH, Edmond
2. Sabrina King, Jenks, Smith FH, Sapulpa
3. Jonathan Jones, Bixby, Bixby-S. Tulsa FS, Bixby
4. Anthony Hernandez, Lindsay, Smith FH, Anadarko

B. Apprenticeship (2nd Extension) **All Approved**

1. Lezzy Olmedo, Tulsa, Reynolds-Holz C&FS, Tulsa
2. Haley Buller, Yukon, OMS, OKC

C. Apprenticeship (3rd Extension) **Approved**

1. Gabriella Creed, Woodward, Billings FH, Woodward

D. Funeral Director and/or Embalmer (Reciprocal) **1 was tabled, 2 was approved**

1. Don Wright, Texas (FD Only)
2. Adam Young, Ohio

E. Funeral Director and/or Embalmer (Original)-**1,4-6 were tabled, 2-3 were approved**

1. Jackie Burch, Antlers (FD Only)
2. Sonya Hamilton, OKC
3. Brittany Lumley, Indianola (FD Only)
4. Perry Simpson, Noble
5. Trysta Kershner, Marietta
6. Rodd Wood, Shawnee

F. Establishments **All Approved**

1. Strode FH request to change FDIC from Michael Chace to Raymond May
2. Jackson FH, Frederick, request to close establishment
3. Jackson FH, Frederick, New Establishment, Circle RR Inc, Owner, Vinson Orr, FDIC
4. Matthews Funeral Home request to close
5. Matthews Funeral Home and Cremation Service, Edmond, New Establishment, Matthews Funeral Home LLC, owner, Barbara Matthews, FDIC
6. Affordable Cremation Service-West- request to close establishment
7. Benjamin Funeral Service, request to change FDIC from Tim Howell to Andrew Haire
8. Millsap Funeral Service, Ft. Gibson, request to change FDIC from Gordon Mair to Randy Brice
9. Millsap Funeral Service, Ft. Gibson, request to change name to 3 Rivers Cremation
10. Crawford Family Funeral & CS, request to change FDIC from Kyle Borowicz to Cassie Johnson
11. Ford FS, request to close establishment

12. Ford Funeral Service, MWC, New Establishment, B & J Funeral Home, LLC, owner, Cliff Pope, Choctaw, FDIC
13. Kincannon, Altus request to change FDIC from Gary Kincannon to Thomas Durman
14. Kincannon, Eldorado request to change FDIC from Gary Kincannon to Thomas Durman
15. Simplicity Natural Burial, request to change FDIC from Jennifer Beaty to Jason Mayes
16. Schaudt's Tulsa Funeral Serv. & Cremation Care, request to change FDIC from Stephen Schaudt to Jennifer Beaty
17. DeArman FH of Stratford, request to change FDIC from Billy Crawford to Chelsey Vanhorn

G. Crematories **All Approved**

1. Matthews Funeral Home Crematory, request to close crematory
 2. Matthews Funeral Home Crematory, Edmond, New Crematory, Matthews Funeral Home LLC, owner, Barbara Matthews, FDIC
 3. Edmond Cremation Center Request to change FDIC from Kyle Borowicz to Cassie Johnson
 4. MidDel CS, request to close crematory
 5. MidDel Cremation Service, MWC, New Crematory, B & J Funeral Home, LLC, Owner, Cliff Pope, Choctaw, FDIC
7. **New Business.** Any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda or any revised agenda. 25 O.S. Section 311.9. **No New Business**

8. **Executive Director's Report**

A. Agency Financial Update **Mr. Stiles reported gross receipts for December 2024 to be \$276,562.00 with \$27,656.20 going to the State of Oklahoma general fund. The expenses for the same timeframe totaled \$32,585.55 and net income after expenses totaled \$216,320.25**

9. Adjournment -10:12AM

Tyler Stiles, MBA

Executive Director

The next regular meeting of the Oklahoma Funeral Board will be held:

**February 13, 2025. Office of Chief Medical Examiner –OKC 921 N.E. 23rd Street
Conference Room – 1st Floor Oklahoma City, OK 73105.**